



DEADLINE JUNE 30TH, 2014

DC OneApp Required Supporting Documents **Checklist**

DOMICILE VERIFICATION (One of the following)

TAX FILERS

- ☐ 2013 Certified D-40 Tax Return from OTR **or** Electronic OTR certification via DC OneApp
- ☐ 2013 Certified D-40 Tax Return Extension **with** 2012 Certified D-40 Tax Return from OTR
- ☐ Certified Stamped letter from OTR stating 2013 D-40 Tax Return was filed

NON-TAX FILERS

- ☐ 12-month (January – December 2013) Temporary Assistance for Needy Families (TANF)/DC Food Stamps
- ☐ 12-month month (January – December 2013) Child Support Document
- ☐ 12-month month (January – December 2013) Retirement/Annuity Document
- ☐ 12-month month (January – December 2013) Social Security Disability Income (SSDI) or Social Security Income (SSI)
- ☐ 12-month month (January – December 2013) Unemployment Benefits or Worker's Compensation Disability
- ☐ Ward of Court Letter (dated for 2014)
- ☐ Other: Contact OSSE at 202-727-2824 to speak with your assigned counselor for details.

DC ONEAPP FORM (Document available at www.dconeapp.dc.gov)

- ☐ Affirmation/Legal Disclaimer Statement (signed by applicant and parent/legal guardian)

CURRENT UTILITY BILL (One of the following)

(Not more than 45 days old with Name and Address Section)

- ☐ Utility Bill (gas, water, cable, electric, land line phone) – *no cell phone*
- ☐ Bank or Mortgage Statement
- ☐ Pay Stub *(Name and Address Section)*
- ☐ Utility Letter, from landlord or on rental office letterhead, stating utilities are included in rent

SAR (From www.fafsa.ed.gov)

- ☐ PDF Version "Processed Successfully" (5 pages)

CITIZENSHIP DOCUMENTATION (One of the following)

(If you or parent/legal guardian are NOT a US citizen)

- ☐ Permanent Residence Card or Alien Registration Receipt Form I-151/551
- ☐ Certificate of Citizenship or Naturalization
- ☐ I-94 Arrival Departure Record or computer generated I-94A